

CITY OF DETROIT FISCAL 2004/05 BUDGET

AGENCY 35 NON-DEPARTMENTAL

MISSION

The Non-Departmental budget provides funds for activities which are not the responsibility of any other single agency.

DESCRIPTION

This agency provides funding for expenditures and the collection of revenues which are not readily assigned to any operating agency. Expenditures include funding for the Greater Detroit Resource Recovery Authority, Detroit Building Authority, Detroit Cable Communications Commission, Board of Ethics, Strategic Management Center, Office of Targeted Business Development, Office of Grants Acquisition and Program Management Office along with subsidies and advances to other City enterprise agencies such as the Department of Transportation, Municipal Parking and Airport. Revenues include the collection of municipal income taxes, State revenue sharing, property taxes and wagering taxes.

Non-Departmental is also the depository agency for General Fund subsidy appropriations for enterprise activities and for a wide variety of General Fund revenues which are not attributable to any one operating agency. These funds include municipal income taxes, revenue sharing (State sales tax), property taxes, and wagering taxes.

The purpose of the Greater Detroit Resource Recovery Authority (GDRRA) is to provide efficient, environmentally responsible waste disposal service(s) to the residential, commercial, industrial sectors of Detroit. This includes the acquisition, construction, improvement, enlargement, extension and operation of solid waste disposal facilities. The Authority's activities encompass one or more parts of a total waste management system (post collection) including transportation, recoverable materials marketing (recycling), generation and sale of waste derived fuel energy products (steam and electricity), and disposal. The Authority is a governmental unit, separate from the City of Detroit.

The Detroit Building Authority (DBA) was established to enhance City Departments' delivery of world-class service by administering and expediting their Capital Improvement Projects. The Detroit Building Authority is primarily responsible for administering capital projects from start to completion. Critical functions include encumbering funds through contracts of lease; distributing bid documents and request for proposals; issuing contract awards; securing required Human Rights Clearances; advising contractors of the new Executive Orders 2003-3, 2003-4 and 2003-5 requirements, preparation and execution of all contract documents; review and approval of contract invoices; actual payment to vendors; monitoring design development and construction for each capital project managed by DBA.

The Detroit Cable Communications Commission (DCCC) as the local franchising authority, performs two major functions: Administration and Regulation, and operation of the Government and Educational Access Channels. The DCCC's primary responsibility is for the oversight and compliance of the cable operator with the terms and provisions of the current cable franchise agreement. The negotiation, issuance, and enforcement of all new telecommunication permits and cable franchises are additional responsibilities. The DCCC's secondary responsibility is for the oversight and programming of the Government and Educational Access cable channels, including providing video coverage and production services to City Departments, the Mayor's Office, City Council, Detroit Public Schools, and for events relevant to Detroit and its residents. The DCCC is also responsible for maximizing the use of all available public, educational and government access channels. The goal of this function is to actively cover local activities and events that are informative, newsworthy, and appropriate for broadcast on Government Access Channel 10 and Educational Access Channel 22. In addition, this function serves as the visual medium used to promote the Kids, Cops, Clean initiative throughout the City of Detroit.

The Board of Ethics role is to investigate and resolve complaints regarding alleged violations of the ethics ordinance by public servants, and to issue advisory opinions regarding the meaning and application of provisions of the Charter, city ordinances or other laws or regulations establishing standards of conduct for public servants. Advisory opinions shall be rendered upon written request by a public servant. Advisory opinions shall be published by the board annually in a report to the Mayor and City Council. The Board is charged with monitoring and recommending improvements in the disclosure requirements, and in the standards of conduct under the ethics ordinance, in order "to promote an ethical environment within city government, and to ensure the ethical behavior of public servants." All meetings of the board shall be open to the public unless an individual involved in the matter to be addressed requests in writing that the meeting be closed; or unless otherwise provided by ordinance or by statute.

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The Strategic Management Center (SMC) is an executive-level management office that focuses on the execution of strategic goals across the City. The purpose of the SMC is to ensure that all City departments are managed as an integral whole and are aligned to transforming Detroit into a globally competitive City. The SMC will provide assistance and guidance in developing a City-wide, long-term strategic plan on the delivery of core services to citizens. The SMC will also focus on the "cost of city services" by ensuring that the City resources are used as efficiently and effectively as possible. Additionally, the Office of Targeted Business Development and the Office of Grants Acquisition will be operating units under the SMC. The SMC reports to the City's Chief Administrative Officer, a cabinet-level position.

The Office of Targeted Business Development (OTBD) began operations in January 2003. In fiscal 2003-04, the OTBD was transferred from the Finance Department to Non-Departmental under the auspices of the Chief Administrative Officer. The purpose of this transfer was to provide direction and coordination of business development activities at a mayoral level within the City of Detroit departments and agencies.

The Office of Grants Acquisition (OGA) is a centralized organization within the City hierarchy that will identify, pursue and secure grant opportunities in order to maximize external resources and program innovation in city service delivery. The OGA is headed by a Director who is appointive and reports to the Chief Administrative Officer. It will be staffed with three managers, who will develop relationships with funders and spearhead grant applications. A citywide Grants Committee, comprised of each department that receives or intends to receive federal, state, and private grants, has been established in fiscal 2003-04 to collaborate with the OGA to establish grant seeking priorities and establish grant reporting processes.

The Program Management Office (PMO) is a centralized organization within the City hierarchy that will deliver consistent project oversight and management services to ensure fiscal accountability, quality deliverables, and timely project completion. The PMO is headed by a Director who is appointive and reports to the Chief Financial Officer. It will be staffed with two Portfolio Managers (Manager II level), who will lead project improvement teams in city agencies or functional areas. The PMO will focus primarily on projects that improve city services, maintain financial solvency and enhance technological systems within City government.

DEPARTMENTAL FINANCIAL INFORMATION

	GENERAL FUND	CAPITAL PROJECTS	INTERNAL SERVICE FUND	TOTAL
EXPENDITURES	\$ 274,093,102	\$7,487,400	\$48,787,894	\$ 330,368,396
REVENUES	<u>1,259,498,578</u>	<u>7,487,400</u>	<u>48,787,894</u>	<u>1,315,773,872</u>
NET TAX COST	\$(985,405,476)	\$ 0	\$ 0	\$(985,405,476)
POSITIONS	52	0	0	52